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| Policies of the University of North Texas | Chapter 15 |
| 9.13 Food Safety | Risk Management Services |

Policy Statement. It is the policy of the University of North Texas (UNT or University) to comply with the Texas Department of State Health Services rules on food service sanitation. This policy outlines the University standards on preparing or handling food to prevent disease, protect health and promote safe food practices for food served on UNT property.

Application of Policy. All university food facilities, temporary food events and mobile food units shall meet the requirements of this policy.

Definitions.

1. **Food Facility.** "Food facility" means a facility that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption located on University property.
2. **Food Service Handler.** "Food service handler" means a UNT food facility employee in direct contact with food, food equipment, food utensils or food-contact surfaces.
3. **Food Service Manager.** "Food service manager" means a UNT food facility employee who is a certified food protection manager who has shown proficiency by passing a test that is part of an accredited program.
4. **Mobile Food Units.** "Mobile Food Units" means a vehicle mounted food unit that is readily moveable and operating on University property.
5. **Registered Sanitarian.** "Registered sanitarian" means a licensed specialist in public sanitation and health responsible for reviewing programs, enforcing local laws to protect the public's health and providing support to prevent, reduce, and control health and safety hazards.
6. **Risk Management Services (RMS).** "RMS" means the UNT Department of Risk Management Services.
7. **Temporary Food Event.** "Temporary food event" means an event with food, on University property, operating for less than 14 consecutive days.

Texas Food Establishment Rules (TFER). "TFER" means rules developed by the Texas Department of State Health Services to safeguard public health and provide consumers food that is safe, unadulterated, and honestly presented. (See 25 TAC §§ 228, adopted by the Texas Board of Health).

Procedures and Responsibilities.

1. All food facilities, temporary food events, and mobile food units shall be operated in compliance with the Texas Food Establishment Rules (TFER).

Responsible Party: UNT employees working in Food Facilities, Temporary Food Events, and Mobile Food Units.
2. All food facilities, temporary food events, and mobile food units shall be subject to inspection. The University of North Texas has authority and responsibility for inspecting, monitoring, and implementing food management controls where facilities are wholly within university property. Pursuant to the TFER, all food safety inspections shall be performed by a person licensed in Texas as a registered sanitarian. The registered sanitarian will:
 - a. Conduct sanitation inspections of food facilities, temporary food events and mobile food units;
 - b. Ensure that all food service managers are certified food protection managers according to the TFER regulations;
 - c. Investigate suspected food-borne illnesses;
 - d. Review plans and specifications for new and remodeled facilities and equipment;
 - e. Conduct training for UNT food service managers and food service handlers as requested by food service managers;
 - f. Notify food units of new regulations, food recalls, and other pertinent information;
 - g. Issue food facility permits as required by the TFER; and
 - h. Notify Denton County Health Department of employees with reportable diseases as outlined in the TFER.

Responsible Party: RMS Registered Sanitarian
3. UNT Food Service Managers shall enforce all standard operating procedures (SOP's) related to dining operations under the control of UNT. In addition, Food Service Managers will:
 - a. Comply with TFER regulations and science based industry best-practice recommendations made by the RMS Registered Sanitarian;
 - b. Train all food service handlers on regulations and safety procedures;
 - c. Coordinate with management and staff to correct all violations and/or schedule training as necessary within the specified time frame as noted on the inspection report; and
 - d. Inform the UNT Registered Sanitarian of employees with reportable

diseases as outlined in the TFER.

Responsible Party: Food Service Managers

4. Food Service Handlers will follow all standard operating procedures related to dining operations under the control of UNT. In addition, Food Service Handlers will:
 - a. Conduct all work in accordance with the TFER and follow UNT policies and procedures pertaining to safe food handling and sanitation; and
 - b. Report to Food Service Managers reportable diseases as outlined in the TFER.

Responsible Party: Food Service Handlers

5. When a food facility, temporary food event or mobile food unit is found to be out of compliance with the TFER or applicable SOP's, or unsanitary conditions exist which constitute an immediate and substantial danger to public health, the facility may be closed until the immediate danger to public health has been eliminated and RMS approves reopening.

Responsible Party: RMS and relevant Vice President

References and Cross-references.

[25 TAC §§ 228](#), adopted by the Texas Board of Health

Forms and Tools.

RMS-200 Affidavit of Commissary for Mobile Food Unit
RMS-226 Concession Food Safety Checklist
RMS-228 Mobile Vendor's Monthly Audit if Commissary Visits
RMS-238 Program for Minors Food Form
RMS-231 Temporary Foodservice Application
RMS-239 Food Service Facility Inspection Report
RMS-241 Temporary Foodservice Guidelines
RMS-242 Temporary Event Food Form
RMS-243 Food Safety Compliance Permit
RMS Food Safety Program SOP
Dining Services SOPs

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Revised: